



TRANSPORTATION SURVEYOR (CALTRANS)
OPEN, NON-PROMOTIONAL
CONTINUOUS

THIS BULLETIN CANCELS AND SUPERSEDES THE BULLETIN RELEASED ON 03/18/05
FOR CONTINUOUS FILING

OFFERING EQUAL EMPLOYMENT OPPORTUNITIES TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

OPEN
NON-PROMOTIONAL

Applications will be accepted on an open, non-promotional basis only.

HOW TO APPLY

Applications (STD 678) will be accepted on a continuous basis for testing. CANDIDATES ARE ELIGIBLE TO COMPETE ONLY ONCE IN ANY 6 MONTH PERIOD. CANDIDATES WHO HAVE LIST ELIGIBILITY MAY NOT REAPPLY FOR 12 MONTHS FROM THEIR ELIGIBILITY DATE. **FAXED OR E-MAILED APPLICATIONS WILL NOT BE ACCEPTED.** THE EXAMINATION TITLE **MUST** BE INDICATED ON THE APPLICATION.

FILE BY MAIL:

Department of Transportation
Exam Services (MS 86)
P.O. Box 168036
Sacramento, CA 95816-8036

FILE IN PERSON:

Department of Transportation
1727 30th Street, 1st Floor
Sacramento, CA 95816
(916) 227-7511

SUBMIT APPLICATIONS ONLY TO THE ADDRESSES INDICATED ABOVE. DO NOT SEND APPLICATIONS TO THE STATE PERSONNEL BOARD OR DEPARTMENT OF TRANSPORTATION DISTRICT OFFICES. Applications may be obtained at the State Personnel Board in Sacramento, any Employment Development Department office, Department of Transportation district office, or at www.dot.ca.gov/hq/jobs on the Internet.

REASONABLE
ACCOMMODATION

If you have a disability and wish to participate in one of our testing services, programs, or activities and require a specific accommodation, please mark the appropriate box for Question #2 on the Examination and/or Employment Application form. You will be contacted to make specific arrangements. TDD users may contact the California Relay Service TDD line at 1-800-735-2929, Voice line at 1-800-735-2922, or the Exams TDD line at (916) 227-7857/Calnet 498-7857.

SALARY RANGE

RANGE A: \$3486 - \$4235

RANGE C: \$4636 - \$5632

RANGE B: \$4091 - \$4969

RANGE D: \$5135 - \$6239

WRITTEN TEST DATE

Eligible candidates will be notified by mail approximately 10 days in advance of the written test date.

REQUIRED
IDENTIFICATION

Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

REQUIREMENTS
FOR ADMITTANCE
TO THE
EXAMINATION

NOTE: All applicants must meet the education and/or experience requirements for this examination by the **written test date**. Your signature on your application indicates that you read, understand, and possess the minimum qualifications required.

NOTE: All applications/resumes must include: "to" and "from" dates (month/day/year), time base, civil service or private sector titles, and the duties performed. **Applications/resumes received without this information will be rejected.**

MINIMUM
QUALIFICATIONS

Graduation from a four-year curriculum in surveying, surveying engineering, or surveying geomatics accredited by the Accreditation Board for Engineering Technology. (Registration as a "Senior" in such a curriculum will admit an applicant to the competition, but applicants must produce evidence of graduation before being considered eligible for appointment.)

(Possession of a valid certificate as a Land Surveyor-in-Training issued or accepted by the California Board of Registration for Professional Engineers and Land Surveyors, or possession of a valid certificate as an Engineer-in-Training accepted by the California Board of Registration for Professional Engineers and Land Surveyors in lieu of a certificate as a Land Surveyor in Training may be substituted for the required education.)

NOTE: If using certificate in lieu of education to qualify, candidates must attach a copy of a valid Land Surveyors License, Land Surveyor-in-Training certificate, or Engineer-in-Training certificate accepted by the California Board of Registration for Professional Engineers and Land Surveyors to application to be eligible to compete in the examination.

POSITION
DESCRIPTION

This is the entry, first working, and journey level of professional surveying work in Caltrans. Under the direction of a licensed land surveyor, incumbents perform a wide variety of professional land surveying work in either an office or field setting; as incumbents progress in experience, they will be assigned more difficult work and may function as a lead person over the activities of various surveying and technical personnel in the office or field. At the journey level and with a license, the incumbent will work in a responsible charge capacity.

EXAMINATION
INFORMATION

This examination will consist of a written test weighted 100%. In order to obtain a position on the eligible list, a minimum score of 70 must be attained.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

It is an objective of the State of California to achieve a drug-free state work place. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

EXAMINATION
INFORMATION
(CONTINUED)

WRITTEN TEST – WEIGHTED 100%

Scope:

A. Knowledge of:

1. Fundamental surveying, mathematics, and basic science as applied to surveying.
2. Methods of precise survey measuring.
3. Use and adjustment of precision surveying instruments.
4. Procedures, equipment, and materials used in surveying, including conventional and state of the art.
5. Mapping and drafting techniques.
6. Mathematics and procedures used in plane and geodetic surveying.
7. Computer applications and usage.
8. The California Coordinate System.
9. Code of Safe Surveying Practices.
10. Photogrammetric mapping procedures.
11. Principles and practices of boundary determination, land title research, and surveying.
12. Legal descriptions of real property.
13. Methods and terminology used in searching for land titles and factors involved in determining ownership of property.
14. Real property acquisition and mapping laws pertaining to public and private ownership of real property.
15. Monumentation of facilities.
16. The Land Surveyors' Act.
17. The Subdivision Map Act.
18. Factors which influence the impact of departmental projects on property and basic net.
19. Right of way engineering projects.
20. Planning, design, construction, and right of way procedures and policies as they relate to surveys.

B. Ability to:

1. Perform the less complex field and office surveying work.
2. Make precise survey measurements.
3. Interpret legal descriptions of real property.
4. Make and interpret the less difficult survey calculations.
5. Apply and utilize the principles of the California Coordinate System.
6. Research, analyze, check, and adjust survey data.
7. Research and compile evidence and documentation for boundary determination.
8. Assist in planning, directing, and coordinating the work of a group of survey or right of way engineering personnel.
9. Do mapping and drafting.
10. Analyze situations accurately and take effective action.
11. Prepare clear and concise reports and correspondence.
12. Write property descriptions and prepare legal land documents and descriptions.
13. Operate precise surveying instruments (conventional and state of the art).
14. Establish and maintain friendly, business-like relations with those contacted in the course of the work.
15. Communicate effectively.

NOTE: A calculator (Texas Instruments, Model TI – 25X or Hewlett Packard, Model 33s) will be provided for candidate use during the examination. If you wish to bring your own calculator, the following models may be used: Hewlett Packard – HP 9s; Casio – 115 MS and 115 MS Plus; Texas Instruments – TI 30X IIS, TI 30X IIB and TI 36X. No other calculating devices (slide rules, calculators, etc.) will be allowed into the examination room.

ELIGIBLE LIST
INFORMATION

An open, non-promotional eligible list will be established for the Department of Transportation. The names of successful competitors will be merged onto the list in order of final scores, regardless of date. Competitors' eligibility will expire 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

CAREER CREDITS

Career credits will be added to the final score of all competitors who are successful in this examination and who qualify for these credits. **IF YOU RECEIVE VETERANS PREFERENCE POINTS, YOU CANNOT ALSO RECEIVE CAREER CREDITS.**

VETERANS
PREFERENCE POINTS

Veterans preference points will be added to the final score of all competitors who are successful in this examination and who qualify for, and have applied for, these points. Due to changes in the law, which were effective January 1, 1996, **VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS PREFERENCE POINTS.**

GENERAL INFORMATION

It is the candidate's responsibility to contact the Caltrans Office of Examination Services in Sacramento at (916)227-7511, three business days prior to the written test date if he/she has not received his/her notice.

Applications are available at the State Personnel Board in Sacramento, any Employment Development Department office, Department of Transportation district office or at www.dot.ca.gov/hq/jobs on the Internet.

If you meet the requirements, you may take this examination. Possession of the entrance requirement does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

The Department of Transportation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all candidates will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Career Credits: In open, non-promotional examinations, career credits are granted to: 1) state employees with permanent civil service status; 2) full-time employees of the State who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the application form 100-678. (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento, CA.)

Veterans Preference: California law allows granting of Veterans Preference points in open entrance examinations and open, non-promotional exams. Credit in open entrance examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100%-disabled veterans; and 15 points for disabled veterans. Credit in open, non-promotional examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions for applying for veterans preference points are on the veterans preference application (Form 1093) which is available from the State Personnel Board, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

For individuals with disabilities, this document may be available upon request in alternate formats. To obtain an alternate format, please call or write to the California Department of Transportation, Office of Examinations and Special Programs, P.O. Box 168036, MS-86, Sacramento, CA 95816. Voice (916) 227-7858/Calnet 498-7858 or TTY (916) 227-7857/Calnet 498-7857. California Relay Service: Voice 1-800-735-2922 or TTY 1-800-734-2929.